Meeting Minutes

Finance Committee Meeting

March 4, 2013

Call to Order: 7:00 PM

Members in attendance: Chairman S Jon Stumpf, Mark Merritt, Peggy Kruse, Joanne Marden, Paul Fortier, Linn Anderson, Eugenie Moffitt: Also present Finance Director Donna Walsh and Conservation Director Robert Douglas

Approval of Minutes:

On a motion by Mr. Merritt, seconded by Ms. Moffitt, the Committee voted to approve the minutes of the 12/17/12 Tri -Board Meeting. The motion passed 7-0.

On a motion by Ms. Marden, seconded by Mr. Fortier, the Committee voted to approve the minutes of the 1/9/13 Finance Committee Meeting. The motion passed 7-0.

On a motion by Ms. Anderson, seconded by Mr. Merritt, the Committee voted to approve the minutes of the 2/4/13 Joint Meeting. The motion passed 7-0 with changes.

On a motion by Mr. Merritt, seconded by Mr. Fortier, the Committee voted to approve the Minutes of the 2/6/13 Joint Meeting. The motion passed 7-0 with changes.

On a motion by Ms. Anderson, seconded by Mr. Merritt, the Committee voted to approve the Minutes of the 2/13/13 Joint Meeting. The motion passed 7-0 with changes.

Reserve Fund Transfer Request-Conservation:

Conservation Director Robert Douglas explained his request for a \$10,000 reserve fund transfer to pay for a pollution test on a 24 acre site abutting the Shawsheen River on South Street. SunGen is in negotiations to purchase the property for a solar farm. If the purchase takes place, and permits for a solar farm are granted, a portion of the property adjacent to the River would be deeded to the Town. On a motion by Ms. Kruse, seconded by Mr. Merritt, the Committee voted to approve the \$10,000 transfer from reserve funds. The motion passed 7-0.

Finance Committee Response to Public Inquiries:

In response to a recent public inquiry, there was discussion about how such inquiries should be handled. The consensus was that if individual committee members want to respond, they may, but such responses should clearly indicate that the response is made as an individual citizen, and not as a Finance Committee member. The Chairman will respond to general inquiries on behalf of the committee.

Preliminary Warrant Discussion:

The Committee discussed the use of the Capital Projects Checklist.

There was general discussion about whether or not the Finance Committee should take positions on Zoning articles. The consensus of the Committee was that no position should be taken until an actual

financial impact could be evaluated. A member of the public expressed an opinion that the Finance Committee should take a position on zoning articles.

There was discussion about what to include in the 2013 Annual Finance Committee Report.

Questions/Follow up on FY14 Budget presentations:

Fire Department:

The Committee discussed the revenues and expenses relating to the Fire Department's proposal to institute an ALS program vs the current BLS. The Committee asked for more information about the actual costs associated with ALS implementation. The question was also raised about whether or not the projected 1st year revenue figure takes into account the time lag between billing and actual collection.

Youth Center:

The Committee requested an update on the exact amount of funds contributed to date.

Information Technology

The Committee requested clarification about where the \$2.5m appropriated in FY 2013 was spent.

School Budget

The School Department recently released its 2014 Budget. It exceeds the Town Manager's proposed budget by \$2.2M. Discussion followed.

Liaison Updates:

Ms. Kruse presented Community Development and Planning update(see attached)

Adjournment

The meeting was adjourned at 9:15 PM

Documents:

Conservation Map 110/Lot 60

CD&P Liaison Report

Corrected Minutes 2/4, 2/6, 2/13

Open Meeting Law Document from Town Counsel